

**OFFICIAL MINUTES**  
**McKENZIE MUNICIPAL REGIONAL PLANNING COMMISSION**  
**26 JUNE 2014 MEETING MINUTES**  
**McKENZIE MUNICIPAL COMPLEX @ 4:30 PM**

**I. Call to Order:**

Vice-Chairperson Dr. Lisa Norris called the 26 June 2014 meeting to order at 4:32 P.M

**II. Roll Call / Establishment of a Quorum:**

MMRPC: Jill Holland (Mayor) Dr. Lisa Norris (Vice-Chair), Garlon Prewitt (Secretary) Ken Mitchum. **Quorum present.**

Planning Staff Present: Shelton I. Merrell, SW TN Development District

Other: Lynda, Kenneth & Ken Miller

Missing: Dean Robb (Chair), Keith Priestley, Jessie Townes (Council Liaison)

Media: Joel Washburn - Banner

**III. Approval of Agenda for 26 June 2014:** Reviewed and Garlon Prewitt added to Reports Section

Motion by: Jill Holland Second by: Ken Mitchum **Passed: 4-0 (3 absent)**

**IV. Reading and Approval of the 22 May 2014 Minutes:** Reviewed

Motion by: Jill Holland Second by: Dr. Lisa Norris **Passed: 4-0 (3 absent)**

**V. Mayor's Report by Mayor Jill Holland:**

McKenzie won its first award from the Tennessee Municipal League for "Excellence in Community Planning." McKenzie places first out of 395 cities in Tennessee. A celebration lunch will be held Friday, 27 June 2014 between 11:15 A.M. to 1:00 P.M. Chris Chadwick will be cooking his award winning pork tenderloin with all the trimmings. Mayor Holland handed out a notice regarding this year's 4<sup>th</sup> of July Freedom Festival. There will be opening ceremonies, a parade with awards, an ice cream contest with awards, entertainment and fireworks.

**VI. Economic Development Report by Jennifer Waldrup:** None

**VII. Reports:**

**A. Garlon Prewitt – Main Street Application Progress**

The application is 95% finished and will be submitted to Mayor Holland for the editing process in about one week. Editing should be done by several different people who are familiar with McKenzie.

**VIII. Old Business:**

**A. Magnolia Manor Independent Retirement Home (AKA Assisted Living)**

The owners of the Magnolia Independent Retirement Home, Lynda and Kenneth Miller, addressed the Commission. They clarified the true name of the facility as being "Magnolia Manor Independent Retirement Home" and not "Magnolia Manor Assisted Living." The difference between being designated as an "Assisted Living Home" or a "Retirement Home" is that "Assisted Living" refers to patients who are not mobile enough to take care of their own personal needs and hygiene, whereas "retirement home boarders" are self-sufficient enough to handle such needs. The designation of "Independent Retirement Home" differs from a "Retirement Home" in that the "Independent" title does not require on-site medical assistance. Shelton Merrill explained the problem to the Millers as being a case where everyone thought the correct procedures for construction had been followed, but, in fact, the site plan was not complete from the start. The Millers were given a list of the site plan requirements, particularly regarding parking and landscaping, and the Millers will comply by the next meeting. The site plan will also show all phases of the project. All previous correspondence and printed materials will be changed to show the new and correct title for the project. A motion was made to table this matter until the next meeting.

Motion by: Garlon Prewitt Second by: Jill Holland **Passed: 4-0 (3 absent)**

**B. Training:**

Shelton Merrill reminded us of the need for training and he will begin setting up sessions.

**VIII. New Business: None**

**IX. Other Business: None**

**X. Any properly presented other business: None**

**XI. Other Business**

June Agenda & Regular Planning Commission Meeting Schedule by Vice Chairperson Dr. Lisa Norris: **Agenda Meeting:** Thursday, 10 July 2014 at 2:30 P.M.; **Regular Meeting:** Thursday 24 July 2014 at 4:30 P.M.

**XI. Adjournment:** The 26 June 2014 McKenzie Municipal-Regional Planning Commission meeting adjourned at 5:23 PM.

Motion by: Dr. Lisa Norris Second by: Ken Mitchum **Passed: 4-0 (3 absent)**